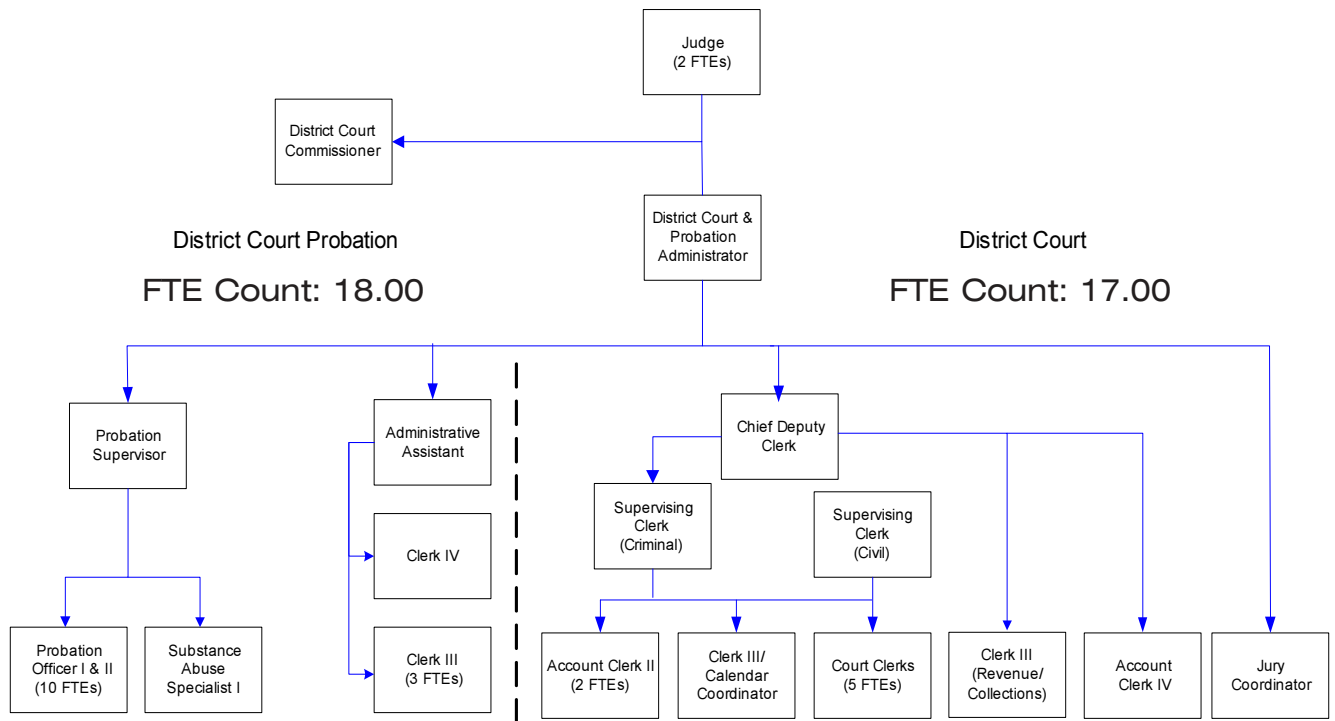


District Court

With two elected judges and one appointed commissioner, District Court processes Sheriff, State Patrol, some City of Bellingham, Department of Fisheries, State Park and WWU traffic citations. It also handles small claims, civil claims, name changes and protection orders (as referred by Superior Court).



Mission & Objectives

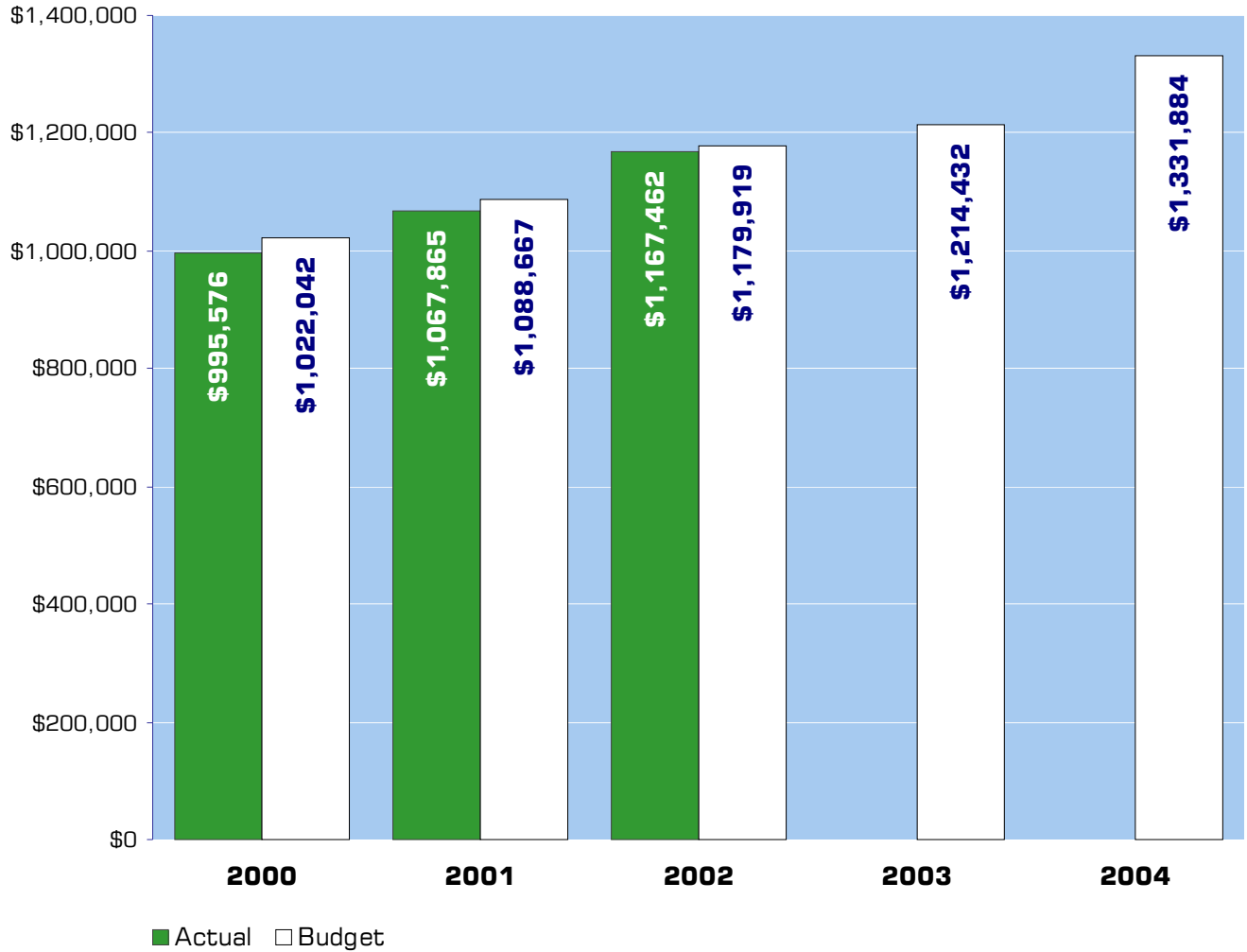
Mission

Provide fair and equal access to all members of the public to services provided by District Court. Develop and maintain systems and policies that provide for outstanding service to the public. Hear and determine criminal cases involving misdemeanors and gross misdemeanors. Additionally, District Court has jurisdiction over civil matters in which the amount in controversy does not exceed \$50,000. Small Claims Court, which is a subsection of District Court, has jurisdiction concurrent with the District Court over civil matters in which the controversy is \$4,000 or less. Traffic and non-traffic infraction cases, domestic violence and anti-harassment orders for protection are also heard in District Court. Collect all fines and fees assessed by the court.

Objectives

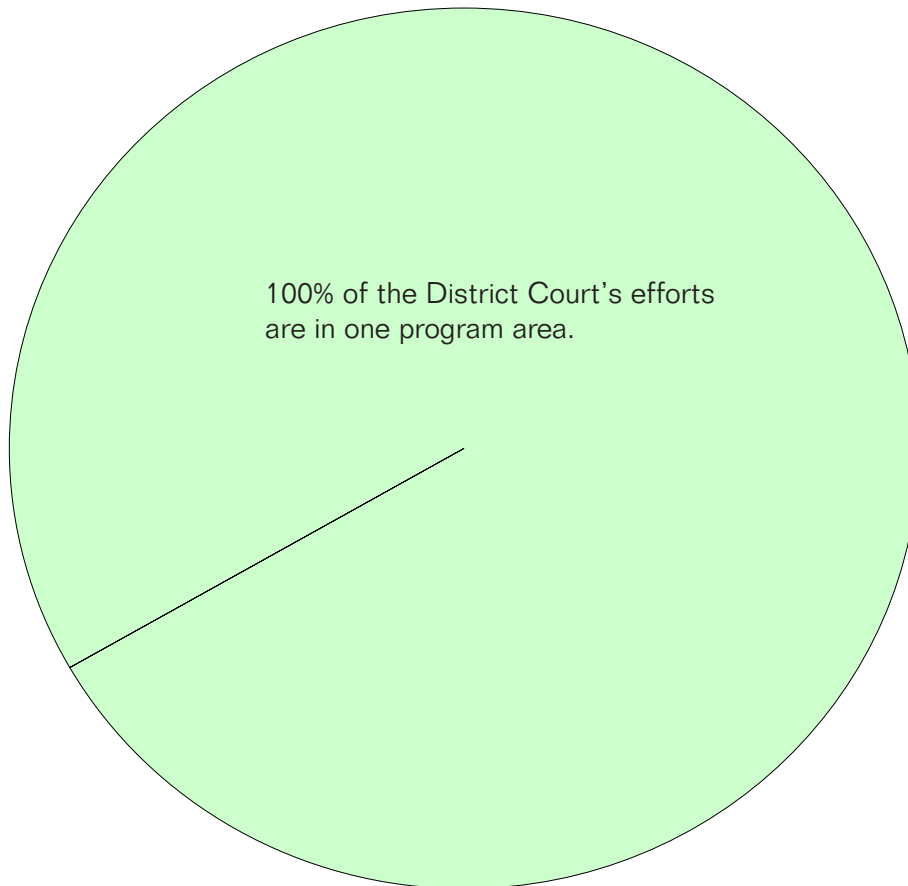
- Continue studying methods of operation to determine whether efficiencies can be realized without reducing service or affecting other departments. Implement the following efficiencies:
 - (A) Revise the District Court web site to include helpful information for the public and court personnel.
 - (B) Create a court calendar posting in the District Court lobby to assist the public and court personnel.
 - (C) Revise the District Court phone message to assist the public more efficiently.
- Collect and account for fines and fees assessed by the court, ensure implementation of a credit/debit card system, and analyze the impact of the new system.
- Analyze the results of the “Amnesty Program” to determine the impact on revenue/collection, and for the public.
- Begin the implementation of the Civil Department Retention Schedule Project. This is an extensive multi-year project that will consist of reviewing the status of approximately 70,000 old cases. The process will consist of identifying cases that are eligible for destruction, mailing clerks dismissals, and making computer entries to close and/or destroy the files.
- Continue identifying specific objectives and goals for each job title in District Court.
- Increase staff to provide essential and responsive customer service to court personnel and county departments.

Expenditure Trends



NOTE: Capital expenditures and interfund operating transfers are not shown to more accurately reflect ongoing operational costs.

2004 Budget by Program



NOTE: Capital expenditures are not shown to more accurately reflect ongoing operational costs.

Program Summary

	Actual 2000	Actual 2001	Actual 2002	Amended Budget 2003	Budget 2004	\$ Change 2003 to 2004	% Change 2003 to 2004
OPERATIONS							
General Fund							
1300 District Court	995,576	1,067,865	1,167,462	1,214,432	1,331,884	117,452	9.67%
<i>Total District Court Operations</i>	995,576	1,067,865	1,167,462	1,214,432	1,331,884	117,452	9.67%
CAPITAL							
General Fund							
1300 District Court	-	-	-	25,000	-	(25,000)	-100.00%
<i>Total District Court Capital</i>	-	-	-	25,000	-	(25,000)	-100.00%
TRANSFERS							
General Fund							
1300 District Court	-	9,169	-	-	-	-	0.00%
<i>Total District Court Transfers</i>	-	9,169	-	-	-	-	0.00%
TOTAL DISTRICT COURT	995,576	1,077,034	1,167,462	1,239,432	1,331,884	92,452	7.46%

2004 Funding Sources

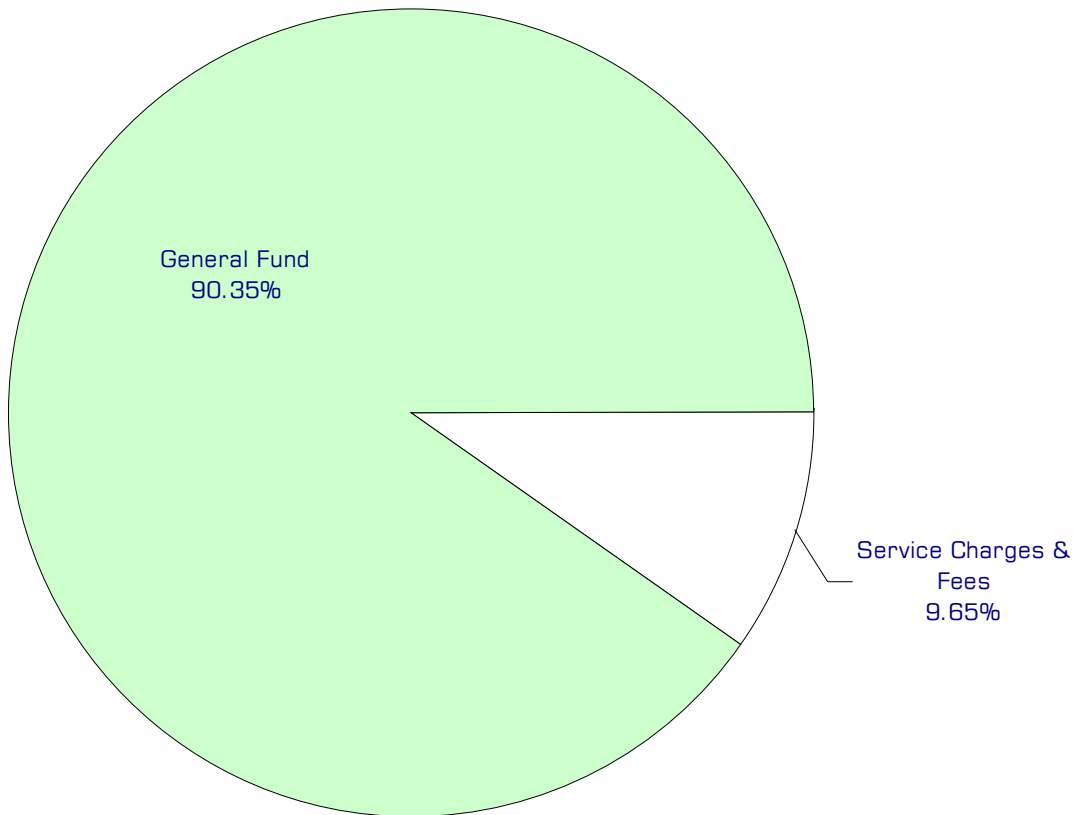
Service Charges & Fees	128,560
<u>General Fund</u>	<u>1,203,324</u>
Total Funding	1,331,884

Service Charges & Fees

District Court charges for transcripts, warrants, filing and various other services. Judicial fines and forfeits are not included as District Court revenue.

General Fund

Undedicated General Fund resources.



Performance / Activity Measures

	Actual 2000	Actual 2001	Actual 2002	Projected 2003	Projected 2004
Traffic Infractions	11,736	12,435	11,597	13,000	12,000
DUI (Driving Under the Influence)	749	690	739	730	730
Other Criminal Traffic	1,546	1,398	1,445	1,500	1,500
Criminal Cases: Non-Traffic	1,395	1,518	1,555	1,450	1,450
Civil Cases	4,478	4,572	4,563	4,600	4,600

Expenditures Summary

	Actual 2000	Actual 2001	Actual 2002	Amended Budget 2003	Budget 2004	\$ Change 2003 to 2004	% Change 2003 to 2004
GENERAL FUND							
1300 District Court							
Salaries & Wages	644,919	695,443	762,184	800,031	862,240	62,209	7.78%
Benefits	145,813	170,902	174,723	194,992	216,045	21,053	10.80%
Supplies	29,805	28,549	31,379	19,100	22,600	3,500	18.32%
Other Services & Charges	175,039	172,971	199,176	200,309	230,999	30,690	15.32%
Capital Outlay	-	-	-	25,000	-	(25,000)	-100.00%
Operating Transfers	-	9,169	-	-	-	-	0.00%
<i>TOTAL DISTRICT COURT</i>	995,576	1,077,034	1,167,462	1,239,432	1,331,884	92,452	7.46%